

SWEETWATER COUNTY EVENTS COMPLEX

Meeting of the Board of Trustees

February 26, 2019

AGENDA:

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approvals of January 15, 2019 Meeting Board Minutes
5. Financial Report
6. Approval of Checks:
 - 1st Bank Checks: 56673 – 56709
 - 1st Bank Direct Deposits: 5242 – 5304
 - Commerce Bank Checks: 1183 – 1199
 - Commerce Bank Direct Deposits: 23236 – 23314
7. Public Comment
8. Presentations
9. Listing of March 2019 Events
10. Correspondence
11. Old Business
 - Events Complex Renovations – Phase 1
 - Exhibit Hall Roof
 - Bids
 - Exhibit Hall Room Renovations
 - Shop Relocation
 - Water Project – New Well
 - Water Project – Additional Water Tap – Phase 2
 - Electrical Upgrade in East Arena
 - Event Recruitment
12. New Business
 - Portable Stalls
 - Purchase Settlement
 - Rental Options
 - Events Complex Renovations – Phase 2
 - Exhibit Hall Façade
 - Exhibit Hall Expansion
 - Indoor Arena Building Renovations
 - New Arena Building
13. Closing Comments
 - Staff: Executive Director
 - Board: Open Forum for Board Comments
 - Commissioner Comments
14. Executive Session, if needed.
15. Adjournment

Agenda Continued

Next Board Meeting is March 26, 2019

**Sweetwater County Events Complex
Meeting of the Board of Trustees
January 15, 2019**

Call to Order:

Chairperson Hartford called the meeting to order.

Roll Call:

Present: Janet Hartford, Kaye Goicolea, Bob Spicer, Roger Torgersen, and Paul Zancanella

Absent: Faith Harris, Rob Zotti, Donald Pallesen

Also present: Executive Director Larry Lloyd, Drew Dunn, Robert Perry, Kandi Pendleton, ena Warren, Erika Koshar, Shae Lux and Tamara Musgrove

Approval of Agenda:

Trustee Spicer moved to approve the agenda. The motion was seconded by Trustee Torgersen. Motion passed unanimously.

Approval of Minutes

Trustee Torgersen moved to approve the December 18, 2018 board minutes as presented. The motion was seconded by Trustee Goicolea and passed unanimously.

Election of Officers

Chairperson – Janet Hartford: Trustee Spicer nominated and Trustee Zancanella seconded.

Vice-Chairperson – Faith Harris: Trustee Spicer nominated and Trustee Zancanella seconded.

Secretary – Roger Torgersen: Trustee Spicer nominated and Trustee Zancanella seconded.

Treasurer – Bob Spicer: Trustee Zancanella nominated and Trustee Torgersen seconded.

The 2019 slate of officers were moved and seconded as presented The election passed unanimously.

Financial Report:

Cash Balance, January 1, 2019	\$515,867
Add Receipts	\$41,770
Less Expenditures	\$101,837
Cash Balance, January 15, 2019	<u>\$455,800</u>

Trustee Goicolea moved to approve the financial report. The motion was seconded by Trustee Torgersen and passed unanimously.

Approval of Checks:

Motion to approve-

1st Bank Checks: 56659 – 56672

1st Bank Direct Deposits: 5222 – 5241

Commerce Bank Checks: 1174 – 1182

Commerce Bank Direct Deposits: 23186 – 23235

Trustee Torgersen moved to approve all checks as presented. Motion seconded by Trustee Zancanella. Motion passed unanimously.

Public Comment:

None

Presentations:

None

Listing of Events:

Erika Koshar reviewed the February 2019 events.

Correspondence:

None

Old Business:

Capital Projects 2018:

Exhibit Hall Roof – Trustee Hartford reviewed the recommendation from Plan One Architects regarding the Exhibit Hall HVAC and electrical bids. Director Lloyd recapped the history of the roof replacement. Additionally, it was noted that an out of state contractor from Utah was awarded the project bid. The two local companies were higher than the allotted 5% Wyoming local contractor bid.

Trustee Spicer noted that the bid is higher than the original County allotment for the project and Pendleton noted that the HVAC was added outside of the original list. Director Lloyd further indicated that the project totals remain within the total apportioned to the Complex from the County. He further indicated that the HVAC is also being added to the two remodeled rooms on the North side of the building and this way we will have one cohesive system. Further, while Conwest roofing provided an estimate based on the bid specs, he also proposed an upgraded material to increase the heating/cooling efficiency of the building.

The confirmed completed-by date is July 1 and they understand we will need to keep the building operational during the remodel period.

Trustee Spicer moved to accept Conwest Roofing as the approved provider to renovate the Exhibit Hall roof. Motion seconded by Trustee Torgersen. Passed unanimously.

Exhibit Hall Room Renovation – Kandi Pendleton noted that Plan One Architects is working on a design for the two remodeled rooms on the North end of the Exhibit Hall. These rooms have a completion date of June 1.

Shop Project – The old rabbit building has been completely remodeled and looks like a whole new building. The new roof will arrive in about a week and when the weather breaks, we will complete.

Water Project New Well – Director Lloyd recapped how we have found ourselves needing a new well line. The current well has soured and Tamara Musgrove has spent a lot of time testing and learning about our water tables. Musgrove noted we've had the magnetic imaging done to determine the best relocated site. She is hoping to have the test hole drilled next week to get it sent off for testing. Once we receive the okay for the water, we will drill the new well. We are keeping our current well pump in place to relocate an overhead loader for outside use and keep our new well site for internal use. We anticipate adding a "smart" drive so that we don't need to be on-site to turn on and off the water. We will tie into the current manifold using a new pipe and electrical wire. While the water isn't going to be up to par for drinking straight from the well, it will be drastically better than the current water corroding our equipment.

Water Project – Additional Water Tap – Director Lloyd noted that when we added the campsites, we received approval from DEQ and City of Rock Springs. One of the criteria is to guarantee that there is enough water flow & pressure to ensure there isn't back water coming into the system. Given this requirement, we've discussed with JFC to determine where the next big city water connection will reside. The additional connection will provide the needed back pressure. This addition will cost a little less than \$1M total. We cannot build additional campsites or much else until we can maintain the pressure on the property. In order to complete an additional tap, we will need funding from the County Commissioners.

Trustee Goicolea inquired if the City actually has enough water to provide another water tap. Kandi Pendleton noted that personal conversations with the City and Engineering firms, they will be able to provide the water. Pendleton further noted that the water coming onto the property all enters through the current metering station and if something happens to it or the supply, we will be without water across the property.

New Business:

League of Agriculture & Equine Centers Footing Academy – Drew noted that he, Shae and Dave Frey will attend this arena footing school to teach about basic footing and how to read the dirt as needed. The clinic will analyze our dirt to provide recommendations. This league has been going for about 20 years and takes place in Tulsa, OK. We will be able to utilize this information for all arenas on the property.

NHSFR Mid-Winter Meeting – Staff is heading to SLC next week to meet with the NHSFR associates. We hope to learn more about the future events (four years). Technically, if the group stays on the current rotation, we would not be eligible for the presented years; however, we wanted to make sure our hat was in the ring. Additionally, while we do not have the indoor arenas for Junior High rodeo, we listed our availability.

Trustee Torgersen inquired about the status of the current stall inquiries. Director Lloyd reminded the Board that we had rented stalls in 2018 and at the end of the event, they only removed and took off 200 stalls. The current provider left the property angrily. We are meeting with legal counsel

to determine any legal recourse. The current provider is trying to sell his stall business and we do not anticipate them leaving without storage fees. We are finding it difficult to find another rental company for the number of stalls we require for 2019. We have room for 8 more permeant stall rows on the asphalt and we may need to complete sooner than later.

Wyoming Governor's Conference – Kandi & Larry will travel to Cheyenne at the end of the month to meet with the Tourism Office.

Closing Comments

Executive Director: None.

Board Members: None.

Staff: Lena reminded that the Bootleggers Bash is February 22nd and if anyone needs tickets for \$35 each, then let her know soon.

Adjournment:

Trustee Torgersen moved to adjourn the meeting and Trustee Zancanella seconded. Motion passed unanimously.

Janet Hartford, Chairman

Roger Torgersen, Secretary